MECHANISM FOR BLACKLISTING OF VENDORS / CONTRACTORS

1) A three (03) member committee (the Committee) of Pakistan Single Window (PSW) comprising of the following members shall take-up and decide all matters related to blacklisting/debarment of vendors and contractors:
   a) Chief Financial Officer, PSW — Chairman;
   b) Company Secretary, PSW — Member; and
   c) Manager Procurement, PSW — Member/Secretary to the Committee.

2) The Committee may on information received from any source direct issuance of show cause notice to a bidder, vendor or contractor of PSW.

3) The show cause notice shall contain precise allegation(s) against the bidder/contractor/vendor and maximum period of debarring the bidder/contractor/vendor from participating in any public procurement of PSW.

4) The bidder/contractor/vendor shall be given maximum of seven days to submit the written reply of the show cause notice.

5) In case the bidder/contractor/vendor fails to submit written reply within the requisite time, the Committee may direct to issue notice of personal hearing to the bidder/contractor/vendor / authorized representative of bidder/contractor/vendor and the Committee shall decide the matter on the basis of available record and personal hearing, if availed.

6) In case the bidder/contractor/vendor submits written reply, the Committee may decide to file the matter or direct issuance of a notice to the bidder/contractor/vendor for personal hearing.

7) The bidder/contractor/vendor shall be given maximum of seven days for appearance before the Committee for hearing in person.

8) The Committee shall decide the matter on the basis of available record and personal hearing of the bidder/contractor/vendor, if availed.

9) The Committee shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, period of personal hearing shall be reckoned from the last date of personal hearing.

10) The order of Committee shall be communicated to the bidder/contractor/vendor.

11) An effort shall be made for electronic communication of the notices and other documents pursuant to this mechanism and manner of the blacklisting/debarment of the bidder/contractor/vendor.

This is issued with the approval of the Competent Authority.

-:----------:-